

OFFICE OF THE BUILDING & ZONING OFFICIAL VOLUNTOWN, CT



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Appeal Zoning Board of Appeals

<p>Location of affected property Street Address:</p> <p>_____</p> <p>Check one: Rural () Village () Commercial Overlay ()</p> <p>Assessors Map/Block/Lot # _____ Name of subdivision (if any) _____ Lot # _____ Section _____</p>	<p>TO BE COMPLETED BY THE BOARD:</p> <p>Appeal No.: _____ Date of Receipt: _____ Fee Paid: _____ Date of Hearing: _____ Action Taken: _____</p> <p>_____</p> <p>Date of Action: _____</p> <p>ZBA Chairman Signature: _____</p>
<p>Owner/Appellant</p> <p>Name: _____</p> <p>Mailing Address: _____</p> <p>_____</p> <p>Phone: _____ Email: _____</p>	<p>Section(s) of Zoning Regulations</p> <p>Regulations relating to appeal: _____</p> <p>_____</p> <p>Describe hardship claimed if applicable: _____</p> <p>_____</p> <p>_____</p>
<p>Description of Appeal Briefly describe the nature of the appeal. Attach drawings or other data for clarification where appropriate.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>The above information and any supporting information submitted herewith are true to the best of my knowledge and belief</p> <p>Signature of Appellant: _____ Date: _____</p> <p>_____</p> <p>Signature of Property Owner: _____ Date: _____</p>

PLEASE ATTACH MAP OF AFFECTED PROPERTY IF AVAILABLE

1. Approximate outline of proposed structure.
2. Distance from proposed structure to property line; if the lot is irregularly shaped, indicate approximate shape.
3. Abutting streets.
4. Location of well or water line
5. Driveway
6. Curtain drains, if any.
7. Septic tank.
8. Layout of leaching system.
9. Any outstanding topographical feature such as ledge, outcroppings, ponds, swamps, streams, gullies, steep slopes, large trees etc.

The diagram consists of a large grid representing a property lot. A rectangular structure is drawn on the grid, with its top edge at the top of the grid and its bottom edge at the bottom of the grid. The structure is wider than it is tall. Four labels with blank lines for measurement are placed around the structure:

- Rear Yard**: A label box at the top center of the grid, containing the text "Rear Yard" and a blank line followed by "Feet".
- Side Yard**: Two label boxes, one on the left and one on the right, positioned between the top and bottom edges of the grid. Each contains the text "Side Yard" and a blank line followed by "Feet".
- Front Property Line**: A label box at the bottom center of the grid, containing the text "Front Property Line" and a blank line followed by "Feet".

Indicate the name of the road the structure faces: _____

APPEAL PROCEDURES

Appeals may be taken to the Zoning Board of Appeals when:

1. It is alleged that there is any error in any order, requirement or decision made by the Zoning Enforcement Officer or the Planning and Zoning Commission.
2. When a variance is sought from provisions of the Zoning Regulations. A variance may be permitted if the Board finds that a literal enforcement of the Zoning Regulations would result in exceptional difficulty or unusual hardship because of conditions especially affecting a parcel of land but not affecting generally the district in which it is located.

Appeals for variances may be submitted at any time. Appeals from an action of the Zoning Enforcement Officer or the Planning and Zoning Commission must be filed within 30 days after such action. All appeals shall be on the prescribed form and shall be submitted to the Zoning Enforcement Officer or the Secretary of the Board together with a check or money order in the amount of \$25 made payable to the Town of Voluntown to defray the costs of the required public hearing. All appeal forms and supporting data shall be filed in duplicate.

Any appeal concerning a variance for a lot containing or intended for the location of a single family residence or an addition or accessory building thereto and which is submitted before the fifteenth day of the month shall have its public hearing scheduled for the next regularly scheduled meeting of the Board. All other appeals or applications shall have the date of receipt as the next regularly scheduled meeting of the Board. The regular meetings of the Board are the first Monday of each month.

The Board shall within 65 days after receipt of the notice of appeal, hear such appeal and give due notice thereof to be published in a newspaper having a substantial circulation in Voluntown at least twice at intervals of not less than two days, the first not more than fifteen days, nor less than 10 days, and the last not less than 2 days before such hearing. Said Board shall decide such appeal within 65 days after the hearing.

Notice of the decision of the Board shall be published in a newspaper having general circulation in Voluntown and addressed by certified mail to the appellant within 15 days after such decision is rendered. A copy of the decision shall be filed with the Clerk of the Town of Voluntown.